

Minutes of the Regular Meeting of the River Falls Housing Authority, January 8, 2020

Chair Todd Bjerstedt called the meeting to order at 6:30

Present: Jacqueline Niccum, Matt Fitzgerald, Amy Peterson, Nick Carow, Todd Bjerstedt.

Absent:

Also Present: Anne McAlpine, Executive Director

MINUTES M/S/C Fitzgerald/Peterson to approve the Minutes of the Regular Meeting of the River Falls Housing Authority, December 12, 2019.

Rachael Helgeson of Rivertowns News attended the meeting.

Amy Strusz, a Briarwood tenant and Key-holder for Riverview Manor, brought concerns to the attention of management. McAlpine will meet with Amy Schultz to discuss her concerns.

CONSENT ITEMS

1. M/S/C Peterson/Carow Resolution #s 549 & 550 to approve the consent items: 1) Lease for Windmill Place Tenants 2) Unlawful Harassment Policy

ACTION ITEMS

1. M/S/C Niccum/Carow to approve payment of bills.
2. Planning for 2020-2025 HUD five year plan – McAlpine explained that the Five-year plan is due to HUD on April 17, 2020. In February a public hearing is required to review the proposed five year plan. The five year plan includes plans for HUD Capital Improvements, staffing, future HUD funding and any needed changes to the mission, vision and goals of River Falls Housing Authority. Fitzgerald asked that we include planning for sustainability. McAlpine will provide a report on administrative and maintenance staffing and an updated goals matrix at the February meeting.

REPORTS

1. Vacancy and Re-rental Report -McAlpine explained that there are more than usual number of apartment turnovers but that there is not a consistent reason that tenants are moving out.
2. Contracts awarded in Dec. – McAlpine reported that the Elevator Maintenance contract was awarded to Braun-ThyssenKrupp. The waste removal contract was bid out. The trash contract should be awarded to the low bidder, RCD and the City of River Falls. In the past a single bidder was awarded the contract for both residential (at RiverTown Homes) and dumpster service (at the apartment buildings). Splitting the contract into separate Residential and dumpster service should be approved by the Board. M/S/C Carow/Fitzgerald to enter into a 2-year agreement with the City of River Falls for residential trash and recycling disposal at RiverTown Homes. This agreement will be reviewed in 2022 when all waste removal contracts are re-bid.
3. Property Management Contract with City of River Falls – McAlpine reported that the City has purchased two additional properties on E. Division St. RFHA will manage the three rental units in those properties.
4. Incident at RiverTown Homes (Family Housing) McAlpine reported that an incident occurred there on Sunday December 29, 2019 in which a gun was fired and struck a Housing Authority unit. RFHA was notified on Monday Dec. 30, 2019. River Falls Police arrested three people involved in the incident and were still looking for a fourth person. McAlpine met with Tom Overland, Community Relations Officer of River Falls Police Department,

who stated that neither the Police nor the City consider the Family housing development a high crime area. Tenants and neighbors have expressed concern about activity in the park behind the townhouses. CFP funds will be budgeted to further improve lighting in the park. McAlpine will ask HUD if an agreement with City Park & Rec to co-manage the neighborhood park is allowed. If so, Police will be able to patrol and enforce city curfew in the park.

McAlpine provided a log of complaints in the RiverTown Homes neighborhood over the past two years. McAlpine explained that the due process requirements of HUD housing offer a grievance hearing to tenants when a lease termination notice is issued. Unassisted tenants in the private market are not provided that additional protection. RFHA response to complaints is prompt but may not appear to be so because of the requirements for notices and grievance hearings.

Fitzgerald moved to go to Closed Session Closed session Pursuant to WI Statute 19.85 (c)

M/S/C Fitzgerald/Peterson to Adjourn at 8:50

Respectfully submitted Anne McAlpine, Secretary